



Minutes of an Extraordinary Meeting of Nelson Town Council held on Tuesday 14th April 2020 via Zoom video conference

Commenced: 7.00pm - Concluded: 9.00pm

Councillors Present: Councillors Zafar Ali [Chair], Faraz Ahmad, Omar Ahmed, Husnan Arshad, Mohammad Aslam, Ali Baig, Sadia Bashir, Laura Blackburn, Wayne Blackburn, Patricia Hannah-Wood, Nazeem Hayat, Mashuq Hussain OBE, Mohammad Kamran Latif, Mohammad Sarwar and Russell Tennant

Absent Councillors: Councillors George Adam, Zulfiqar Ali, Fiona Holland, Michelle Pearson-Asher, Nigel Pearson-Asher, Mohammad Sakib, Ikram Ul-Haq and Sheila Wicks.

Non-Councillor (without voting rights): None

Officers: Nick Harbour – Assistant Town Clerk [minute taker]

Members of the Public: None

2019/170 (TC)	<p><u>APOLOGIES FOR ABSENCE</u> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor Hayat, and RESOLVED: That the apologies received from Councillors George Adam, Fiona Holland and Sheila Wicks are approved and accepted.</p>
2019/171 (TC)	<p><u>DECLARATIONS OF INTERESTS</u> To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p>None declared.</p>
2019/172 (TC)	<p><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u> To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p> <p>No members of the public were present at the meeting.</p>
2019/173 (TC)	<p><u>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</u> To receive reports from the Borough or County Councillors</p> <p><u>Borough Council</u></p> <p>No Borough Council updates to report following the cancellation of all meetings due to Covid-</p>

	<p>19.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Council updates to report following the cancellation of all meetings due to Covid-19.</p> <p>Members noted the update.</p>
<p>2019/174 (TC)</p>	<p><u>MINUTES</u> To approve the draft minutes of the Town Council meeting held on 11 March 2020 (previously circulated)</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor Hayat and RESOLVED: That the draft minutes of the Town Council meeting held on the 13 March 2020 be confirmed as a true record and be *signed by the Chair.</p> <p>*Note - as the meeting was taking place via video conference, the minutes will be signed off at the next face-to-face meeting of the Full Council.</p>
<p>2019/175 (TC)</p>	<p><u>UPDATE ON COVID-19</u> To receive an update around the action being taken in relation to the Covid-19 issue.</p> <p>Following the outbreak of Covid-19 and the new laws put in place by the government, the Chairman of the Council, Vice-Chairman of the Council and Chairmen of the five sub-committees all met to discuss how to maintain things as best as possible for the Town Council given the restrictions in place and how it can continue to serve the local community and assist any residents who may require support. It was agreed that a “Crisis Leadership Team” be set up consisting of the Chairman, Vice-Chairman and Chairmen of the sub-committees. The team will be the primary contacts of the Town Council during these uncertain times. Their details will be shared via the Town Council website and social media to enable residents to get in touch with any queries or concerns they may have and then those on the team can signpost residents to the relevant support/ information which they seek.</p> <p>Following the closure of Unity Hall and Nelson Town Hall, the Crisis Leadership Team have decided that certain meetings will now take place via video conferencing call app ‘Zoom’. This will allow business to continue for the Town Council whilst keeping Members and staff safe and able to work from home. This will continue until the government release information stating that it is safe again for face-to-face meetings to resume.</p> <p>All Town Council staff are currently working from home and there are currently no plans to furlough them at the moment. This may need to be reviewed in the future should the restrictions continue longer than anticipated.</p> <p>Although the Revive Café is currently closed to the public, the Catering Co-Ordinator has been working alongside local charity ‘Rise Support’ to assist local residents. Rise have provided vegetables which the Catering Co-Ordinator has turned into over 400 meals to distribute to local residents.</p> <p>The annual Town Council Easter Extravaganza unfortunately had to be cancelled due to the lockdown situation being implemented. The Assistant Town Clerk noted that some spends had already been made in terms of the radio advert which could not be cancelled, but other expenses have been returned or can be carried over to a future event of the Town Council.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Ali and RESOLVED: That the remaining budget which went unspent for the Easter Extravaganza be</p>

	used to support the Pendle Community Hub scheme.
2019/176 (TC)	<p><u>POLICE CRIME UPDATE</u> To receive an update from Scott Boast or another officer from the local policing team around policing issues in Nelson and to identify ways of working collaboratively to make Pendle safer for residents and visitors.</p> <p>A Police representative was unable to attend the meeting, but it is expected that somebody will attend the next meeting of the Full Council.</p> <p>Councillor Faraz Ahmad noted that he had recently been in touch with the Police to report a number of youths hanging around the Walverden ward who appeared to be breaking the social distancing measures recently put in place by the government. Councillor Ahmad has also mentioned this type of incident to the local Imam at the mosque he attends. The Imam has agreed to mention this at the recorded messages he sends out to those who would usually attend mosque services but cannot due to Covid-19. The local mosque radio station have also agreed to put a message out in relation to this, warning residents of the risks they are taking to their own and to others health.</p> <p>Members noted the update.</p>
2019/177 (TC)	<p><u>ENVIRONMENTAL PROJECTS</u> To receive a verbal update around environmental projects.</p> <p>The Assistant Town Clerk had recent received an email from Joanne Laycock requesting further information to the works being carried out at Fir Street, specifically around which area of the back street is to be repaired. The Assistant Town Clerk had asked Members of that ward to confirm this and Councillor Latif has been in touch with County Councillor Ali, who will be meeting with Joanne Laycock and Scott Whalley to identify the area in question.</p> <p>No further works will start until the government have deemed it safe to do so for workers.</p> <p>The update was noted.</p>
2019/178 (TC)	<p><u>TRANSFERRED SERVICES</u> To receive reports and consider any actions required in relation to transferred services.</p> <ul style="list-style-type: none"> a) CCTV monitoring b) MUGAs/Play Areas c) Parks Services <p><u>CCTV monitoring</u> The Assistant Town Clerk reported that no issues had been reported by the CCTV Monitoring Hub that needed bringing to the attention of Members.</p> <p>The update was noted.</p> <p><u>MUGAS and Play Areas</u> The Assistant Town Clerk reported that all Nelson MUGAS and play areas were currently closed due to the Covid-19 virus. The situation will be monitored over the coming weeks based on government advice.</p> <p>The update was noted.</p> <p><u>Parks Services</u> The Assistant Clerk reported that parks in Nelson are currently still open to the public to allow access for exercise as advised by the government. Residents are urged to keep to the 2m</p>

	<p>social distancing rule to ensure everybody's safety.</p> <p>The update was noted.</p>
2019/179 (TC)	<p><u>ONGOING CONFIDENTIAL EMPLOYEE MATTER</u></p> <p>10.1 Exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960. It is recommended that the Press and Public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.</p> <p>Proposed by Councillor Latif and Seconded by Councillor Hussain, and RESOLVED: That no Press or Public be permitted to attend this part of the meeting. Only the Members of the Town Council are to participate, with the Assistant Town Clerk in attendance as minute taker.</p> <p>10.2 To receive an update surrounding a confidential employee matter.</p> <p>REDACTED.</p>
2019/180 (TC)	<p><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></p> <p>To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <ul style="list-style-type: none"> • Covid-19 update • Ongoing Confidential Employee Matter
2019/181 (TC)	<p><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></p> <p>To note the date of the next committee meeting is yet to be scheduled, but is expected to take place in May 2020 at Nelson Town Hall.</p> <p>Members agreed that an extraordinary meeting of the Full Council needs to take place on Tuesday 21st April 2020 to receive updates around items surrounding Covid-19 and the ongoing confidential employee matter.</p> <p>There being no further business to discuss, the meeting was closed by the Chair at 21.10pm.</p>